



DEPARTMENT OF VETERANS AFFAIRS

Regional Loan Center

3333 North Central Avenue

Phoenix, AZ 85012-2436

Website: <http://www.vba.va.gov/ro/phoenixlgy/index.htm>

July 5, 2001

Loan Guaranty Information Bulletin No. 26-01-13

Subj: Exhibits for Electronic Submission of Appraisal Reports

1. On or after August 1, 2001, all VA Fee Appraisers in Arizona and Southern Nevada will be required to transmit their appraisals electronically to the Department of Veterans Affairs (VA) and to Lender Appraisal Processing Program (LAPP) lenders that elect to participate in this new e-commerce program.
2. In order to strengthen the transition to E-Commerce business process, **all** plans and specifications **must** be in a reduced size format when furnished to the fee appraiser. Building plans, details, elevations, etc. are traditionally drawn at 1/4 scale and larger which can nicely be reduced to a clear readable 8.5 X 14 inch sheet. This size is compatible with standard industry scanner equipment. Exhibits that are normally in the 8.5 X 11 inch format must not be further reduced. At their option, appraisers may reject material that is not clear and legible.
3. To further facilitate e-commerce business processes, we are strongly encouraging you to electronically transmit, using one of the attached electronic file types, to the assigned fee appraiser (if available electronically in the reduced size format), the following proposed construction exhibits.
 - Description of materials (VA form 26-1852) or builder version
 - Plot plan
 - Foundation plan
 - Floor plan
 - Exterior elevations
 - Typical wall section

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4. Please remember, the assigned fee appraiser's full name, address, office phone number, fax number and e-mail address is provided when you order your case number assignment through the VA Assignment System (VAAS).

5. If you have any questions regarding this matter please contact the Construction and Valuation section at (602) 627-3050.

Sincerely,

/Signed/

ROBERT JOHNSON
Loan Guaranty Officer

Attachment

DISTRIBUTION: Arizona and Southern Nevada Fee Appraisers, Lenders and Builders

Attachment
Compatible E-Commerce File Types

Principal File Type is .PDF - Portable Document Format

.BMP

.GIF

.JPEG

.PCX

.PICT (for Macintosh)

.PNG

.TIF

.TIFF